



**BOARD OF EDUCATION
REGULAR MEETING**

September 19, 2022 — 7:00 p.m.
Whitmore Lake High School
Media Center



WHITMORE LAKE PUBLIC SCHOOLS BOARD OF EDUCATION

Mission Statement

*Partnering with students, parents, and the community to
provide exceptional, personalized education.*

REGULAR MEETING

Monday, September 19, 2022 – 7:00 p.m.

Whitmore Lake High School Media Center
7430 Whitmore Lake Rd.
Whitmore Lake, MI 48189

CALL TO ORDER

PLEDGE OF ALLEGIANCE

BOARD OF EDUCATION ROLL CALL

APPROVAL OF AGENDA

CALL TO THE PUBLIC

“This meeting of the Board of Education in public is for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.”

BOARD CLARIFICATION

SPECIAL PRESENTATION

Jeff Straus from Maner Costerisan CPA firm will present the audit report.

STUDENT COUNCIL

Kimberlee Ventura will present the student council report.

COMMITTEE REPORTS

CONSENT ITEMS

Approval of minutes from the August 15, 2022 Board of Education Regular Meeting. **(Attachment 1)**

Approve fund transfer of \$293,532 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$416,167 from Accounts Payable to cover the payrolls of August 15, 2022 and August 31, 2022. **(Attachment 2)**

NEW BUSINESS

Personnel

Motion to approve the hire of the following with a start date of August 24, 2022:

Jamie Gibbons as a full time Elementary Teacher at Level 1 on the WLEA BA salary scale,

Nicole Cotton (Takla) as a full time MS/HS Social/Emotional/Mental Health Specialist at Level 10 on the WLEA MA salary scale, and

Catherine Bergren as a full time MS/HS Special Education Teacher at Level 7 on the WLEA BA salary scale.

Motion to approve the internal transfer of Amber Masterson from the WLES School Social Worker to become the WLES Social/Emotional/Mental Health Specialist at Level 12 on the WLEA MA salary scale with a state date of August 24, 2022.

WLPS Course Catalog

Motion to approve the Whitmore Lake Public Schools student course catalog. Approval is recommended.

Building Trades School

Motion to approve the request by Superintendent, Tom DeKeyser to revoke the July 21, 2021 contract to charter the Building Trades School, a Public School Academy, pursuant to the procedures set forth in Section 10.03. Approval is recommended. **(Attachment 3) Roll call vote will be required.**

Designation of Depositories

Motion to designate Bank of Ann Arbor as a depository for Student Activity funds.

Board of Education Policies

Attachment 4 contains Miller Johnson policies for a first reading.

SUPERINTENDENT'S REPORT

Mr. DeKeyser will share the 2022-23 Continuity of Learning Plan Goals.

OTHER INFORMATION

Personnel

The following people recently submitted their resignations: Elementary behavior Specialist, Jacqueline Victor, and High School Food Service, Michelle Donner. **(Attachment 5)**

Brooke McGee has accepted the position as ES Lunchroom Supervisor with a start date of August 30, 2022. This position has an hourly pay rate of \$11.50 (Level 1).

Stephanie Wilson has accepted the position as Kids Club Child Care Worker with a start date of September 12, 2022. This position has an hourly pay rate of \$16.00 (Step 1 of the WLPA).

Madeline Green has accepted the full time position as Elementary Paraprofessional with a start date of September 6, 2022. This position has an hourly pay rate of \$18.00 (Step 5 of the WLPA).

MS/HS Administrative Assistant, Lisa Ely, has accepted a new position as HS Behavior Specialist, and Mary Murphy has returned part-time as the District English Language Tutor.

Through the Supplemental Services Program with the WISD, Jason Towler has been hired as a part-time Special Education Teacher, Kristin Davis as the ECC Speech Therapist, Nicole Kur as the District Nurse and Mark McIntyre as a part-time School Psychologist.

ANNOUNCEMENTS

The next Regular Meeting of the Board will be held on Monday, October 17, 2022 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

BOARD MEMBER REPORTS

Mr. Cole, Mr. Henry, Mrs. Kritzman, Mrs. McCully, Mr. Meadows, Mrs. Schwennesen and Mr. Zolenski

ADJOURNMENT

Please fill out a "Public Participation Request" form if you wish to address the Board prior to the Public Comment section of the meeting. Please include your name, address and topic you wish to speak on. Those wishing to speak in Public Comment are limited to three (3) minutes.

0000 – BYLAWS

0160 - MEETINGS

0167.3 – Public Participation at Board Meetings

Tape or video recordings are permitted subject to the following conditions:

- A. No obstructions are created between the Board and the audience.
- B. No interviews are conducted in the meeting room while the Board is in session.
- C. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

The person operating the recorder should contact the Superintendent prior to the Board meeting to review possible placement of the equipment.

M.C.L. 15.253(4)(5)(6), 380.1808

Revised 9/27/2010

Use of Recording Devices

Anyone attending a school event who wishes to record the activity on a visual recording device shall be asked to abide by the following rules:

- A. The recorder must operate the device within the area designated by the principal or director of the activity.
- B. The camera must not block the view of any other attendees or interfere with others who seek to record the activity.
- C. Those who record or assist a recorder must not block any passageways nor interfere with any other attendee's participation or observation of the activity.
- D. If sound is also being recorded, the recorder must not ask other attendees to be quiet or to change their behavior in order to improve the quality of the sound.
- E. If the District is recording the activity, the principal may arrange for a person to obtain a copy providing s/he agrees to provide a tape and pay whatever the principal may need to charge to cover the costs of transfer.

Where the District does not possess the appropriate license or permission to allow the recording of a copyrighted work or performance, notice will be given, when possible, prior to the exhibit or performance. Announcements shall be made at the beginning of any such exhibit or performance.

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**Whitmore Lake Public Schools
BOARD OF EDUCATION**

Regular Meeting Minutes

August 15, 2022 – Administration Office Conference Room – 6:00 p.m.

MEMBERS PRESENT

John Meadows (*President*), Michelle Kritzman (*Vice President*), Lee Cole (*Trustee*), Bob Henry (*Trustee*), and Frank Zolenski (*Trustee*)

MEMBERS ABSENT

Laura Schwennesen (*Treasurer*), and Lisa McCully (*Secretary*)

Board President, John Meadows announced Mrs. Kritzman will be the acting Board Secretary this evening.

ADMINISTRATORS PRESENT

Superintendent, Tom DeKeyser, Director of Finance & Operations, Denise Kerrigan, MS/HS Principal, Jill Henry, Elementary Principal, Heidi Roy-Borland, and Student Services Director, Melissa Heuker

OTHERS PRESENT

Staff, parents and members of the community

CALL TO ORDER

At 6:00 p.m. by President John Meadows.

APPROVAL OF AGENDGA

Motion to approve agenda as presented was made by Mr. Meadows; supported by Mr. Henry.

Ayes – 5; Nays – 0, motion carried

CALL TO THE PUBLIC

None

CONSENT ITEMS

Motion to approve the minutes from the July 18, 2022 Board of Education Regular Meeting made by Mr. Henry; supported by Mr. Cole.

Ayes – 5; Nays – 0, motion carried 5 – 0

Motion to approve the fund transfer of \$401,001 in payments from Accounts Payable as per attachment 2; further, to approve the transfer of \$396,548 from Accounts Payable to cover the payrolls of July 15, 2022 and July 29, 2022.

Ayes – 5; Nays – 0, motion carried 5 – 0

OLD BUSINESS

Operating Millage Proposal

Motion to approve the resolution authorizing the submission of the revised ballot language for the November Operating Millage Proposal as prepared by Thrun Law Firm was made by Mr. Henry; supported by Mrs. Kritzman.

Roll Call Vote: Mr. Meadows – yes, Mr. Zolenski – yes, Mr. Cole – yes, Mr. Henry – yes, Mrs. Kritzman – yes

Ayes – 5; Nays – 0, motion carried 5 – 0

NEW BUSINESS

Personnel

Motion to approve the hire of Derek Zuidema as a full time Elementary STEM Teacher at Level 7 on the WLEA BA salary scale, and

to approve the hire of Emily Branigan as a full time Elementary Special Education Teacher at Level 3 on the WLEA BA salary scale, and

to approve the hire of Erin Podgorski as a full time First Grade Elementary Teacher at Level 8 on the WLEA BA salary scale, and

to approve the hire of Jallene Eckert as a full time Second Grade Elementary Teacher at Level 3 on the WLEA MA salary scale with a start date of August 24, 2022, and

to approve the hire of Ian Nifoussi as a full time Montessori Elementary Teacher at Level 5 on the WLEA MA salary scale with a start date of August 22, 2022 was made by Mr. Meadows; supported by Mr. Cole.
Ayes – 5; Nays – 0, motion carried

SUPERINTENDENT'S REPORT

Superintendent DeKeyser shared the following;

- 1) Facilities update - Kingscott and Clark – continue discussions regarding projects and repairs needed for district. Approved high school drainage ditch repair at south end of drive. Also approved GeoTran Consultants to identify requirements to repair road at an estimated cost of \$7,600.
- 2) Enrollment, class sizes, and staffing updates for the 2022-2023 school year.

OTHER INFORMATION

Personnel

The board acknowledged the resignations of High School Special Education Teacher, Tara Prieskorn (Muchow), High School Paraprofessional, Jenna Peloso, English Language Tutor, Mary Murphy, and WISD School Psychologist, Susan Willacker-Brown. The board also acknowledged hiring of LaNanda Cook as Head Start Paraprofessional, Tamara Booth and Lauren Foresman as GLTW Preschool Assistant Teachers, Jezreel Gesinski and Delaney Peters as MS/HS Paraprofessionals and Amber Stuart as Elementary Behavior Specialist.

ANNOUNCEMENTS

The next Regular Meeting of the Board of Education will be held on Monday, September 19, 2022 at 7:00 p.m. in the High School Media Center.

CALL TO THE PUBLIC

None.

BOARD MEMBER REPORTS

Mrs. Kritzman shared she enjoyed the production of Peter Pan performed by members of the Community Theater in the high school theater this past weekend.

Mr. Meadows gave kudos to Athletic Director, Brad McCormack and the Athletic Association for hosting another great golf outing event.

ADJOURNMENT

Motion to adjourn the Regular Meeting at 6:25 p.m. made by Mr. Meadows; supported by Mr. Cole.
Ayes - 5; Nays - 0, motion carried 5 - 0.

*Lisa C. McCully, Secretary, Board of Education
Whitmore Lake Public Schools*

Date

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Whitmore Lake Public Schools
Business Office Transactions

For the Month Ending:
August 31, 2022

<u>Payroll Transactions</u>	August 15, 2022	\$ 210,274
	August 31, 2022	\$ 205,893
		<u>\$ 416,167</u>
<u>Accounts Payable Transactions</u>		<u>\$ 293,532</u>

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September 1, 2022

Tom DeKeyser, Superintendent

Whitmore Lake Public Schools

8845 Main Street

Whitmore Lake, Michigan 48189

VIA EMAIL

Re: Notice of Intent to Revoke Charter Contract

Dear Mr. DeKeyser,

The Board of Directors of Building Trades School is in receipt of your letter of August 3, 2022, informing them of the intent of the Board of Education of the Whitmore Lake Public Schools (WLPS) to revoke the Charter Contract issued by them to Building Trades School in June of 2020 along with the lease entered into by the parties at the same time. You point out that it was the intent of the parties that students would be enrolled and school started in 2021, but that BTS was unable to secure the enrollment of students for either the 2021-2022 school year or the 2022-2023 school year. In addition, BTS has been unable to make any payments on the lease.

Persuant to Section 10.03(b) of the Charter contract, the Academy Board has thirty (30) days from receipt of a Notice of Intent to Revoke to respond in writing to the alleged grounds for revocation. We can only say that your entirely correct in that the Academy has thus far been unable to get its school up and running through the enrollment of students or to otherwise generate funds with which to make rental payments, despite the contemplation of the parties, reflected in the

Charter Contract, that the school would begin last year. The Academy Board believes that ultimately, the school which they envision will be established and will succeed, in particular because there re-mains a great need for this school in the State of Michigan and further believes that the inability of the Board to get the school started to date has more to do with bad timing, including the effects of COVID, than any other single factor.

Having said all that, it is also clear that we cannot expect infinite patience from the WLPS Board. We completely understand the decision to issue the Notice of Intent to Revoke. Rather than oppose a decision which is clearly yours to make, we want to thank the Board of Education for taking a chance on our endeavor and sticking with us as long as they have.

We also want to thank you personally, Mr. DeKeyser, for all your courtesies and efforts on our behalf.

Building Trades School

Greg Dildilian, President, Board of

Directors

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2022-23 Policy Changes

Changes recommended are **in bold font**.

Policy 0003, Superintendent of Schools. Two additions to this policy should bring clarity to the powers of the Superintendent to make employment decisions in certain circumstances and to address the Superintendent's role in constructing a negotiation team for collective bargaining:

The Board will employ a Superintendent of Schools in conformity with the Revised School Code and other applicable laws. The Superintendent will serve as the School District's chief administrator. **As part of those responsibilities, the Superintendent is authorized by the Board to make employment decisions, including hiring and termination, with respect to all non-administrative and non-teaching staff.** The Superintendent is responsible for the development and implementation of Administrative Regulations that give operational effect to the Board Policies. Regulations are to be consistent with these Bylaws and Policies and, except as otherwise agreed by the Board, will not be effective for a period of one month from the date they are provided to the Board. The Board may, but is not required to, formally approve Administrative Regulations. A reference to the Superintendent in these Bylaws and Policies (and in any Administrative Regulations that may be promulgated) means the Superintendent or his/her designee, unless otherwise expressly stated.

The Board is represented in all labor negotiation proceedings by a negotiating team. ~~The Board approves all members of the team prior to the start of the negotiations.~~ **The Superintendent shall select the bargaining team for the School District.** All agreements negotiated by the team are subject to ratification by the Board.

1st Read:

2nd Read/Approved:

Minutes reflecting BOE approval:

Policy 1001, Organization and Functioning of the Board. Under Policy 1001, the sub-policy entitled "**Removal from Office**" has led to occasional confusion. The Policy is intended to address the removal of Board officers from their Board officer positions, not the Board itself. Accordingly, the heading/name for that sub-policy should be changed to "**Removal from Officer Positions**" to eliminate ambiguity.

1st Read:

2nd Read/Approved:

Minutes reflecting BOE approval:

Policy 2001, Admission and Enrollment. Consistent with specific language contained within the State Aid Act and the Pupil Accounting Manual, MJ recommends updating sub-policy "Children of Non-Resident Employees." This modification follows the discovery of a small loophole in which a person could obtain employment, have their child enrolled consistent with the sub-policy, then voluntarily leave employment and have the pupil maintain enrollment, without paying tuition.

Children of Non-resident Employees. A child of a non-resident employee of the School District may be permitted to enroll in the School District without the payment of tuition, provided the enrolling student is enrolling in the K-12 program. Once enrolled, such a student will be permitted to continue to attend the School District through graduation or receipt of a certificate of completion, **as long as the employee remains employed with the School District. Such a student will also be permitted to continue to attend the School District if the student is enrolled under this policy and the employee no longer works for the School District due to layoff or elimination of the position.** This policy does not, ~~however~~, bar the long-term suspension or expulsion of a student for a violation of the Student Code of Conduct. **For the purposes of this policy, an "employee" is defined as an individual with regularly scheduled hours while school is in session and does not include seasonal, coaching, or third party contracted employees (including substitute teachers). An employee is eligible for this benefit at the start of the next school term/semester.**

1st Read:

2nd Read/Approved:

Minutes reflecting BOE approval:

Policy 2006, Behavior. MJ recommends establishing policy language that makes clear that students are not permitted to use cell phones or similar devices to record, or take pictures of, other individuals at school without permission. Naturally, such a rule must be subject to common sense exceptions, such as students who record a sporting event, arts performance, or other activity meant to be publicly viewed. It's difficult to find balance between the two, so, MJ recommends the following addition to sub-policy "Distribution and Posting of Materials,":

Personal Electronic Devices. The School District reserves the right to prohibit the possession or use of personal electronic devices on School District property or at School District-related functions. For purposes of this Policy, "personal electronic device" means a privately owned device that is used for audio, video, or text communications.

Students are permitted to use personal electronic devices only as follows:

- Before and after the regular school day.
- During the student's scheduled lunch time.
- As directed by a teacher or other professional staff member for educational purposes.

Students may possess personal electronic devices on their person but the devices must be powered off and kept out of sight in backpacks/purses or lockers except during the times above.

Students may not use personal electronic devices to broadcast or record audio, images, or video of any student, staff member, or other person in the school or while attending a school-related activity, unless the student has received permission from the person(s) to be broadcasted or recorded. This prohibition does not apply to curricular or extra-curricular activities for which personal recording is generally permitted (e.g., athletic events, arts performances, etc.).

The Superintendent may develop regulations to further control student possession and use of personal electronic devices.

1st Read:

2nd Read/Approved:

Minutes reflecting BOE approval:

Policy 2006, Behavior. At the time of drafting sub-policy "Food Deliveries," food delivery services were in their infancy, so MJ listed examples of providers. Now that food deliveries have become a staple of daily life, the list of examples is no longer needed.

Food Deliveries. Students are prohibited from ordering delivery food during the school day, either directly from a restaurant or through smart phone applications and websites ~~such as Grubhub, DoorDash, and UberEats~~. Any food deliveries will be confiscated by the front office and, at the discretion of the front office, may either be retrieved at the end of the school day or discarded. Violation of this policy may result in student discipline.

1st Read:

2nd Read/Approved:

Minutes reflecting BOE approval:

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August 18, 2022

Dear Denise,

This letter is to formally give notice that I will be resigning from my position in Whitmore lake food service, effective in two weeks. My last day of work will be Thursday, September 1, 2022

I am grateful to everyone at Whitmore lake school. I have learned so much and had such a great experience being part of the food service team. I appreciate the time and attention I have been given during my time here.

Again it has been a pleasure! I wish you, and everyone at Whitmore Lake Schools, continued success in the future.

Sincerely,

Michelle Donner